DOCUMENT RESUME

ED 178 672 UD 019 961

TITLE	Hispanic Participation in Manpower Programs in Newark, New Jersey.
INSTITUTION	New Jersey State Advisory Committee to the U.S. Commission on Civil Rights.
SPONS AGENCY	Commission on Civil Rights, Washington, D.C.
PUB DATE	Jul 76
NOTE	70p.
EDRS PRICE	MF01/PC03 Plus Postage.
DESCRIPTORS	Affirmative Action; Employment Opportunities; Employment Practices; *Employment Programs; *Equal Opportunities (Jobs); *Federal Programs; *Minority Groups; Program Improvement; *Spanish Speaking; Urban Areas
IDENTIFIERS	Comprehensive Employment Training Act

ABSTRACT

Focused on in this review is the extent to which Newark's Hispanics participate as clients, advisors, employees, administrators, and policymakers in city manpower programs funded through the Comprehensive Employment and Training Act of 1973 (CETA). A standard of 15% (estimated total Hispanic population in Newark) is used for measuring Hispanic representation in a number of these programs. Taken into account is the impact Newark's affirmative action plan has on minority participation in the city's manpower program. Data are presented and discussed for each of the programs reviewed. Findings indicate that, despite some improvements, Hispanics continue to be inadequately represented in practically all program agencies examined. Recommendations for increasing Hispanic staff representation to achieve a proposed goal of 10-15% Hispanic participation in the city's manpower program are made. Supplementary data and information are appended. (EB)

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HISPANIC PARTICIPATION IN MANPOWER PROGRAMS IN NEWARK, NEW JERSEY

--A report prepared by the New Jersey Advisory Committee to the U.S. Commission on Civil Rights.

JULY 1976

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TO THE U.S. COMMISSION ON CIVIL
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Sirs and Madam:

The New Jersey Advisory Committee submits this report on Hispanic participation in Newark's manpower training programs as part of its responsibility to advise the Commission on relevant civil rights problems within the State.

This report examines the extent of participation of Puerto Rican and other Hispanic residents as advisors, clients, and staff of manpower programs, including those operated by subcontractors, funded through the Comprehensive Employment and Training Act of 1973 (CETA). The Advisory Committee reviewed programs under Titles I, II, and VI of the act.

According to the Advisory Committee's estimate, Hispanics comprise approximately 15 percent of Newark's population, and the 1970 census indicates that Puerto Ricans alone constitute 11.3 percent of the total Newark population under the Federal poverty line.

At the outset of this study, representation in the staffing of the agencies reviewed fell well below the 15 percent target figure set by the Advisory Committee. Where Hispanic representation approached the 15 percent target, Hispanics fell in the lower to lower-middle salary ranges. Analysis of clients in Title I indicated fair to equitable representation. In Title II at the initiation of the review in January 1975, Hispanic representation fell well below the 15 percent target. However, after several meetings with directors of programs, Hispanic representation doubled in Title II and improved in Title VI both in the staffing and

servicing of Hispanic clients. Ongoing monitoring suggests that improvements are being made. Finally, in several significant and heavily funded subcontracts, Hispanics were seriously underrepresented as staff and clients.

Meetings with the mayor have resulted in the adoption of several of the Advisory Committee's recommendations with a commitment from the mayor to affirmatively address other deficiencies found.

The Advisory Committee is forwarding a series of recommendations to appropriate agencies and individuals. It is our hope that the Commission will support our recommendations and use its influence to help continue change in the city's manpower programs.

Respectfully,

/s/

NADINE TAUB,
Chairperson

ACKNOWLEDGMENTS

The Advisory Committee wishes to thank the staff of the Commission's Northeastern Regional Office, New York, N.Y., for its help in the preparation of this report. Research and writing assistance was provided by Mark Simo. Editorial assistance was provided by Linda Dunn and legal review was provided by Eugene Bogan, regional attorney. Additional staff support was provided by Diane Diggs, Yvonne Griffith, Deborah A'Vant, and America Ortiz. Jacques E. Wilmore is regional director.

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I. INTRODUCTION

THE ADVISORY COMMITTEE'S PROJECT

On September 1, 1974, Newark was the scene of civil disorders that included confrontations between Newark's police and the Hispanic community.[1] The Hispanic community voiced severe discontent with its general socioeconomic status in Newark and cited economic deprivation as the root cause of the disturbance. Poor housing, extremely high unemployment, low educational achievement, and a general sense of powerlessness in regard to the political and decisionmaking machinery of the city were among the key concerns cited. As a result of the September disturbances and subsequent discussions with representatives of the Hispanic community, the New Jersey Advisory Committee decided to review one area of concern to the Hispanic community.

In view of the importance of employment and economic security, in January 1975 the New Jersey Advisory Committee embarked on a project to review Hispanic participation in Newark's comprehensive manpower training program funded through Titles I, II, and VI of the Comprehensive Employment and Training Act (CETA) of 1973.[2] The Advisory Committee focused on the extent of participation of Hispanics as clients, advisors, employees, administrators, and policymakers in city manpower programs and major subcontractors. It also looked at subcontracts granted to Hispanic agencies and organizations. Owing to limited resources, the Advisory Committee did not analyze the effectiveness and quality of the manpower training conducted by the city of Newark.

The Advisory Committee reviewed the following elements of Newark's comprehensive manpower training program:

1. Manpower Advisory Planning Council (MAPC).
2. Mayor's Office of Manpower and Planning (MOMP).
3. Comprehensive Manpower Delivery System (CMDS).
4. Public Service Employment Program (PSEP).
5. Major CETA subcontracts.

This study began in January 1975 and was completed in November 1975. Data for staff in city programs under review were collected twice, in January and then in July 1975. An interim report (hereafter called the July 11 draft)[3] containing specific findings and recommendations was submitted to Mayor Kenneth Gibson on July 11, 1975, for his comments. The mayor responded to the draft report in writing[4] and met several times with Advisory Committee members and USCCR staff. A second draft modified by the mayor's comments (hereafter called the February 23, 1976, draft) was sent to Mayor Gibson on February 23, 1976, for his review. These comments also have been incorporated into this report. (See appendix A.)

COMPREHENSIVE EMPLOYMENT AND TRAINING ACT OF 1973

The purpose of CETA is "to provide job training and employment opportunities for economically disadvantaged, unemployed, and underemployed persons and to assure that training and other services lead to maximum employment opportunities...."[5] The act established a decentralized system of Federal, State, and local manpower programs.

Title I of the act authorizes various manpower services, including training, support services, education, and jobs. Titles II and VI of the act are restricted to creating public service employment in areas experiencing substantial unemployment.

Although most of these manpower activities were available under earlier legislation, CETA does the following:

- Consolidates manpower programs under one legislative umbrella.
- Provides block grants to States and localities to operate a coordinated manpower program.
- Removes funding requirements of previous categorical programs, such as Neighborhood Youth Corps, Manpower Development and Training Act, Concentrated Employment Program, and Operation Mainstream, each of which had its own standards, project design, methods of operation, and overlapping clients.

•Transfers the decisionmaking power and use of funds--planning, design, and administration of programs--from the Federal level to State and local levels (prime sponsors).[6]

In summary, the act provides a legislative framework for the increased participation of local leaders, politicians, business, labor, and clients in the planning and implementation of manpower programs.

POPULATION REVIEW

Before a review of Newark's comprehensive manpower training program, a brief discussion of statistics on Newark's Hispanic population is necessary to establish the most appropriate level of Hispanic representation in the CETA programs.

Census Data

The following information was obtained from the 1970 census:

1.	Newark's total population	382,374
2.	Total number of persons with income below the Federal poverty line	85,308
3.	Total Hispanic population (includes Puerto Ricans)	45,771
4.	Total Puerto Rican population	27,443
5.	Number of Puerto Ricans with income below the Federal poverty line	9,682
6.	Percent of Puerto Ricans under the Federal poverty line of the total Puerto Rican population[7]	35%

Accuracy of the Census Count of Hispanics

The accuracy of the 1970 census count of Hispanics has been seriously questioned. A report of the U.S. Commission on Civil Rights, Counting The Forgotten, cites a number of independent surveys of Hispanic populations in northeastern

cities that arrived at figures as much as four times those indicated in the 1970 census.[8]

For instance, the Commission refers to estimates of the Puerto Rican population of New York City that are up to 50 percent higher than the census count. The report concludes:

> While it is clear that in the 1970 Census, the Census Bureau's efforts to enumerate persons of Spanish-speaking background were greater than in any previous census, they were not well thought out and, as a result, were inadequate... We believe that there is strong evidence that the Spanish-speaking background population was undercounted substantially in that census. The documentation lies especially in the Bureau's undercount of blacks, its methodology for the collection of data, and myriad independent surveys and reports.[9]

Survey by the Puerto Rican Congress, Inc.

A 1974 survey by the Puerto Rican Congress of New Jersey, Inc., indicates a total of 68,374 Puerto Ricans and 33,711 other Hispanics in Essex County,[10] which includes Newark. According to the research staff of the Puerto Rican Congress, approximately 54,699 or 80 percent of the Puerto Rican population of Essex County and approximately 40 percent or 13,484 other Hispanics lived in Newark.[11]

Advisory Committee's Estimate

In an effort to obtain an additional estimate of Newark's Hispanic population, the Advisory Committee used the services of a demographer on the Washington staff of the Commission on Civil Rights. After a review of available information, the demographer, while acknowledging that there is insufficient data for an accurate estimate, indicated: "Our 1975 figures place Newark's black population near 260,000 and the Hispanic, about 64,000--65 percent black and 16 percent Hispanic, assuming 400,000 as the city's total population...."[12]

Table 1 presents a comparison of the census data, the Puerto Rican Congress' report, and the Advisory Committee's estimate of Newark's Hispanic population.

Table 1

Hispanic Population Estimates: 1970-75

	Puerto Rican		Other Hispanic		Total Hispanic		Total Newark Population
	No.	Percent	No.	Percent	No.	Percent	No.
(1970) (1970 census)	27,443	7.2%	-	-	45,771	12.0	382,374
(1974) (Puerto Rican Congress)	54,699	13.7%	13,484	3.4%	68,183	17.0	400,000
(1975) (Advisory Committee's estimate)	data not available		data not available		64,000	16.0%	400,000*

*The city of Newark estimates total population for 1975 at 400,000.

Note: Percentages rounded.

In view of the probable undercount of the Hispanic and black populations in the 1970 census, it is extremely difficult to arrive at an accurate count of the 1975 Hispanic population of the city of Newark. Since the range of estimates extends from a low of 12 percent (the 1970 census) to a high of 17 percent (the Puerto Rican Congress, Inc.), the Advisory Committee will use 15 percent as a reasonable estimate of Newark's Hispanic population.

CETA-Relevant Population

Responding to the July 11 draft of this report, Mayor Gibson disagreed with the Advisory Committee's estimate of 15 percent for Newark's total Hispanic population. Further, he stated that the criterion for determining the extent of Hispanic participation in manpower programs should not be the total population size but the CETA-relevant population.[13] The CETA-relevant population was defined as:

> ...those residents of the City of Newark who are unemployed, underemployed, or economically disadvantaged. Those individuals are underemployed who are working full-time and receiving wages below the OMB poverty level, or who are working part-time and seeking full-time work. Those individuals are economically disadvantaged who are members of families that receive either income below the OMB poverty level or cash welfare payments.[14]

Based on the above guidelines, the manpower director of Newark computed the eligible, CETA-relevant population for Puerto Ricans as falling between 7 and 9 percent. However, he went on to state:

> The lack of appropriate data, the questionable accuracy of the 1970 census, and ignorance of change since 1970 have made it necessary to employ a plethora of ad hoc assumptions, and thus the results should not be stated to any great degree of accuracy. It would seem, though, that the appropriate estimates are the ranges below:

Group	Range
Blacks	66-69%

Puerto Ricans	7-9%
Whites & Others	24-26%[15]

However, in subsequent meetings with the mayor, Commission staff disagreed with Newark's population estimates of both CETA-relevant and total population size, particularly since they were based on "...a plethora of assumptions...." More specifically, Commission staff and the mayor differed on the degree to which Hispanics were undercounted in the total population.

The Advisory Committee believed the Hispanic representation in the manpower program should be significantly higher than the CETA-relevant population range of 7 to 9 percent cited by the city for several reasons. These reasons include the census undercount, the presence of non-Puerto Rican Hispanics in the city, and the large number of Hispanics under 18 who are by regulation excluded from the CETA-relevant population.

Notes to Section I

1. Newark Star Ledger, Sept. 2, 1974, pp. 1, 6. New York Times (New Jersey edition) Sept. 3, 1974.

2. Comprehensive Employment and Training Act 29 U.S.C. §§801-992 (1973).

3. New Jersey Advisory Committee to U.S. Commission on Civil Rights, "Hispanic Participation in Newark's Manpower Programs," first draft, July 11, 1975.

4. Kenneth Gibson, mayor, Newark, N.J., response to Nadine Taub, chairperson, New Jersey Advisory Committee, Sept. 17, 1975, available in U.S. Commission on Civil Rights, Northeastern Regional Office (USCCR-NERO) files.

5. 29 U.S.C. §801 (1973).

6. U.S., Department of Labor, Manpower Administration, "A New Approach to Manpower--An Introduction to the Comprehensive Employment and Training Act of 1973 for Prime Sponsors" (1974), pp. 1-2.

7. The 1970 census enumeration does not give information on the number of non-Puerto Rican Hispanics with income under the Federal poverty line. However, according to the 1970 census and the Puerto Rican Congress, Inc., Puerto Ricans comprise 60 percent and 80 percent, respectively, of Newark's Hispanic community. Since 35 percent of all Puerto Ricans earn incomes below the Federal poverty line, and 60 percent to 80 percent of all Hispanics are Puerto Ricans, the Advisory Committee believes that Hispanics in general will have an unusually high percentage of persons with income under the Federal poverty line.

8. U.S., Commission on Civil Rights, Counting the Forgotten: The 1970 Census Count of Persons of Spanish-Speaking Background in the United States (1974). See appendix B of this report for more information.

9. Ibid., p. 99.

10. Puerto Rican Congress of New Jersey, Inc., "Demographic Trends and Projections for New Jersey Hispanics" (December 1974).

11. John Gotch, researcher, Puerto Rican Congress of New Jersey, Inc., telephone interview, May 9, 1975.

12. Jose Hernandez, memorandum to Mark Simo, USCCR-NERO, Jan. 19, 1976; available in USCCR-NERO files.

13. Kenneth Gibson, mayor, Newark, N.J., letter to Nadine Taub, chairperson, New Jersey Advisory Committee, Sept. 17, 1975.

14. Harry Wheeler, director, Mayor's Office of Manpower, Newark, N.J., letter to Jacques Wilmore, regional director, NERO, USCCR, Oct. 27, 1975.

15. Ibid., p. 8.

II. NEWARK'S AFFIRMATIVE ACTION PLAN

The Advisory Committee also reviewed Newark's affirmative action plan as it pertained to the city's manpower program. After analyzing the plan, which was submitted with the city's 1975 Title I program, the Advisory Committee concluded that, while the plan had much merit, it was deficient because it lacked numerical goals and timetables. In the July 11 draft, the Advisory Committee recommended:

> the plan should be modified to include a section on Newark's Manpower Program with goals, timetables, and sanctions, aimed specifically at increasing Hispanic representation on all levels at least in proportion to their population and needs. Moreover, the plan should address itself to staff, clients, and subcontractors where feasible.

Mayor Gibson responded in writing to the recommendation for increased Hispanic representation by stating:

> I have directed the Mayor's Office of Manpower to establish an ongoing goal of providing career ladder opportunities for Newark's Spanish-speaking community. Included in this effort will be a concentrated effort to move those employees currently on board into middle management (in the $10,000 to $17,000 and higher classification) positions as quickly as their talents, skills and available jobs permit. The Mayor's Office of Manpower will also to the extent possible, provide training and upgrading programs to insure that all Spanish-speaking participants have every opportunity for promotional mobility.[1]

At a subsequent meeting between Mayor Gibson, members of the Advisory Committee, and Commission staff, the mayor agreed to modify the city's affirmative action plan to include specific numerical goals and timetables. He indicated that such goals would be based on the city's current estimate of the CETA-relevant population for Puerto Ricans, modified by other factors. He said he would not consider the larger Hispanic population, since there was no available data on non-Puerto Rican Hispanics. However, the mayor and the Advisory Committee agreed that the city's estimate of the

Hispanic CETA-relevant population based on the 1970 census was deficient. Consequently, Mayor Gibson agreed to set a numerical goal of 10 to 15 percent for Hispanic participation in Newark's manpower programs.[2] The mayor stated that every effort would be made to achieve the 15 percent upper limit where possible.

Therefore, for the purposes of this report, the Advisory Committee will use the mayor's stated goal of 10 to 15 percent as the standard for measuring Hispanic participation in Newark's manpower programs.

Notes to Section II

1. Kenneth Gibson, mayor, Newark, N.J., letter to Nadine Taub, chairperson, New Jersey Advisory Committee, Sept. 17, 1975.

2. Harry Wheeler, director, Mayor's Office of Manpower, Newark, N.J., letter to Jacques Wilmore, regional director, NERO, USCCR, Dec. 4, 1975.

III. DATA OBTAINED ON NEWARK CETA PROGRAMS

MANPOWER ADVISORY PLANNING COUNCIL (MAPC)

The U.S. Department of Labor (DOL) requires each prime sponsor (such as the city of Newark) to appoint a representative advisory council. The regulations call for:

> ...a manpower advisory planning council representative of the geographic area to be served...which shall include to the extent practical...members who are representative of the client community (e.g., women, persons of limited English-speaking ability, and other minority groups), community-based organizations, the employment service, education and training agencies, and institutions, business, organized labor, and where appropriate, agriculture.[1]

Thus, the MAPC is tripartite in structure and is representative of clients, sponsor-agency, and business and labor. It advises the prime sponsor on the expenditure of CETA funds in the city of Newark. It also advises on the development of a comprehensive manpower plan to be submitted to the Department of Labor. Under CETA regulations all plans are subject to review and comment by the public within 30 days of their submission.[2]

In 1974, when the manpower advisory planning council was first established, there was 1 Hispanic out of 27 members.[3] The Hispanic member represented the client sector, with no Hispanic representation in the sponsor-agency or business-labor sectors.

In June 1974 William Cancel, executive director of the Puerto Rican Veterans Association, charged that Hispanics were underrepresented in Newark's manpower program and as recipients of CETA subcontracts from the city. He sent a telegram followed by a minority report to Edward Aponte, then DOL's assistant regional manpower administrator.[4] The report, which was submitted within the 30-day review and comment period, charged:

1. Hispanics were significantly underrepresented on the manpower advisory planning council;

2. The population statistics used in formulating the

needs of Hispanics were erroneous due to the 1970 census undercount of Hispanics; and

3. No Hispanic agencies had received subcontracts.[5]

Copies of the minority report also were submitted to Harry Wheeler, director of the mayor's office of manpower and planning; Congressman Peter Rodino; and Mayor Gibson. Correspondence was exchanged between city officials and interested parties over the allegations made in the minority report.[6]

Following subsequent negotiations with the mayor's office, William Cancel was appointed to the MAPC. The appointment brought Hispanic representation to 2 out of a total of 31 council members--one for the client sector and one for the sponsor-agency sector. (See appendices C and D for the change in membership.)

In the mayor's response to the Advisory Committee's July 11 draft recommending an increase of Hispanic representation on the council, he made a commitment to appoint two more Hispanics, bringing the Hispanic representation to four. He said:

> Appointments to the Mayor's Manpower Planning Advisory Council are not based on the population of the various racial-ethnic groups that constitute Newark's total population....
>
> The above posture notwithstanding, I have decided to add two (2) Hispanics to the Mayor's Manpower Planning Advisory Council. However, I wish to make it abundantly clear that this action in no way supports the population racial-ethnic approach to appointing citizens to the Council advanced by the Advisory Committee in its report of July 11, 1975.[7]

THE MAYOR'S OFFICE OF MANPOWER AND PLANNING (MOMP)

This office is responsible for the overall planning, administration, evaluation, and operation of all manpower activities in the city of Newark. The Advisory Committee analyzed the staff of the MOMP by ethnic group and salary in May and again in July 1975.

Staffing Pattern

In May 1975 there was 1 Hispanic out of a total of 15 staff members in the MOMP. The Hispanic staff member earned in the $14,000-$16,999 salary range, slightly above the median salary of the office. (See appendix E.)

By July, Hispanic representation in this office increased from one person, or 6.6 percent, to two persons, or 9.5 percent. (See table 2.) The Hispanics earned salaries below $16,000.

COMPREHENSIVE MANPOWER DELIVERY SYSTEM (CMDS)

CMDS is Newark's manpower "machinery" for the delivery of manpower programs and services that are financed by CETA funds. CMDS does the following:

- Provides overall administration of manpower programs.

- Operates five manpower centers, one in each of the five wards in Newark. Each center provides counseling, job referral, training referral, job placement, and supportive services (such as minor medical examinations, child care services, and allowances for the needy). Vocational training, classrom instruction, and high school equivalency diploma preparation are generally conducted by the Newark Manpower Skills Center, a subcontractor to CMDS.

- Acts as a funding source to other organizations in the community which provide services similar or complementary to CMDS's services. For example, there are a number of subcontractors (Mt. Carmel Guild, North Jersey Community Union, Newark Day Care Council, etc.) which provide services to CMDS clients.*

In reviewing the extent of Hispanic participation in CMDS, the Advisory Committee focused on the staffing pattern of CMDS in January and July 1975 and the clients who received services from CMDS between July 1974 and June 1975.

Staffing Pattern

In January 1975, 11 persons, or approximately 8.5 percent, of a total staff of 130 were Hispanics. All of the

Table 2

Mayor's Office of Manpower and Planning,

Updated Staffing Pattern, July 1975

Salary Range	Total No. in Salary Range	Non-Hispanic Number	Hispanic Number
$27,983-34,014	1	1	0
19,887-24,172	1	1	0
16,361-19,887	2	2	0
13,460-16,361	3	2	1
12,816-15,582	3	3	0
10,045-12,209	1	1	0
8,264-10,045	5	5	0
7,495- 9,111	3	2	1
5,872- 7,138	2	2	0
TOTAL	21	19	2

Source: Harry Wheeler, director, Mayor's Office of Manpower and Planning, Newark, N.J., letter to Mark Simo, U.S. Commission on Civil Rights, Northeastern Regional Office, Nov. 5, 1975; available in USCCR-NERO files.

Table 3

Comprehensive Manpower Delivery System

Updated Staffing Pattern July 1975

Salary Range	Total No. in Salary Range	Non-Hispanic Number	Hispanic Number
$26,150-32,394	1	1	0
20,881-25,331	1	1	0
18,940-23,021	1	1	0
17,179-20,881	1	1	0
15,582-18,940	4	4	0
14,133-17,179	3	3	0
13,460-16,361	2	2	0
12,816-15,582	1	1	0
12,209-14,848	4	3	1
11,628-14,133	3	2	1*
11,074-13,460	1	1	*
10,547-12,816	9	8	1
10,045-12,209	12	10	2
9,567-11,628	12	10	2
9,111-11,074	9	9	*
8,677-10,547	5	4	1
8,264-10,045	4	4	*
7,870- 9,567	2	2	*
7,138- 8,677	10	8	2
6,798- 8,264	14	11	3
6,474- 7,870	1	1	0
6,166- 7,495	3	3	0
5,326- 6,474	1	1	0
TOTAL	104	91	13

*In these instances because there is an overlap in salary categories, the exact salary could fall in two ranges (owing to absence of information on the specific salary).

Source: Harry Wheeler, director, Mayor's Office of Manpower and Planning, Newark, N.J., letter to Mark Simo, U.S. Commission on Civil Rights, Northeastern Regional Office, Nov. 5, 1975; available in NERO files.

Hispanics earned salaries under $13,999 while 21 non-Hispanic persons earned salaries between $14,000 and $27,000. Eight persons (or 72.8 percent) out of a total of 11 Hispanics earned less than $10,999, while 93 persons or 61.3 percent out of a total of 119 non-Hispanics earned in that range. (See appendix F.)

Following the negotiations resulting from the Advisory Committee's July 11, 1975, study, the Advisory Committee received an updated analysis of the staffing pattern at CMDS. As shown in table 3, Hispanic representation at CMDS increased from 11 persons or 8.5 percent out of a total staff of 130 in January 1975 to 13 persons or 12.5 percent out of a total staff of 104 in July 1975. The percentage increase was due primarily to minimal reduction of Hispanic staff during an overall reduction of CMDS staff.

All 13 Hispanics at CMDS still earned salaries below $15,000, while approximately 10 to 14 non-Hispanics earned salaries above $15,000.

Clients

Table 4 shows the extent of Hispanic participation as clients in CMDS's manpower program from July 1974 through June 1975. Hispanic clients were 2,088 or 27.6 percent of the total enrollment of 7,556 persons and 728 or 29.8 percent of the total number placed in employment. A total of 717 persons or 30.7 percent of all persons still in the program were Hispanic, and 643 persons or 23.1 percent of all terminations (which include dropouts, transfers, or graduates) were Hispanic.

PUBLIC SERVICE EMPLOYMENT PROGRAM (PSEP)

As stated earlier, Titles II and VI of CETA authorized the creation of public service jobs. In Newark, these activities are administered by the public service employment component (PSEP) of CMDS. PSEP is allocated a number of jobs in various city departments (e.g., department of sanitation, department of health and welfare, office of the mayor, etc.).

The PSEP employment process is as follows:

- Prospective employees are interviewed by the New Jersey State Employment

Table 4

Comprehensive Manpower Delivery System

Hispanic Client Analysis: July 1974-June 1975

	Total Persons	No. Hispanic	Percent Hispanic
nrollment	7,556	2,088	27.6
erminations (a)	2,788	643	23.1
ersons still in program (b)	2,331	717	30.7
ersons Employed	2,437	728	29.8

a) Includes dropouts and graduates of program or transfers. oes not include those employed.

b) Includes those awaiting training and still in training.

ource: CETA Title I 4th Quarterly Progress Report submitted o DOL, Newark, N.J., Mayor's Office of Manpower Planning.

Table 5

Public Service Employment Program,

Staffing Pattern, July 1975

Salary Range	Total No. in Salary Range	Non-Hispanic No. in Range	Hispanic No. in Range
$21,929-$26,598	1	1	-
$18,940-$23,021	1	1	-
$17,179-$20,881	2	2	-
$16,361-$19,887	1	1	-
$14,133-$17,179	4	4	-
$12,816-$15,582	1	1	-
$11,628-$14,133	7	6	1
$9,111-$11,074	23	18	5
$8,677-$10,547	1	-	1
$7,138-$8,677	3	3	-
$6,474-$7,870	4	3	1
$5,872-$7,138	2	2	-
$5,326-$6,474	2	2	-
Totals	52	44	8

*Staff analysis includes administrative staff and PSEP participants hired to expand staff.

Service (NJSES), a CMDS subcontractor, and assessed for eligibility.

- After initial certification and job matching by the NJSES, PSEP staff review applications of those found to be eligible for employment. Applicants selected are then referred to the heads of the departments where the positions have been created.

- After applicants have been interviewed by department heads, they return to the PSEP office for further processing and final notification of their employment status.

Staffing Pattern

In February 1975, out of a total PSEP staff of 51, 8 persons or 15.6 percent were Hispanic. The salaries of the eight Hispanics were as follows: one in the $11,000-$13,999 range, five in the $8,000-$10,999 range, and two in the $5,000-$7,999 range. As of July 1975, Hispanics numbered 8 out of a total staff of 52. No Hispanics earned over $15,000 and, as shown in table 5, no significant changes occurred in salaries earned by Hispanics.[9]

According to Alvin Moore, director of the Newark PSEP, unlike CMDS, PSEP does not have a "budgeted staff."[10] Owing to limited funds available under CETA for administrative staff, administrative staff are either persons initially hired under the Emergency Employment Act (EEA) and now paid under EEA accrual funds or PSEP clients hired for administrative positions. The EEA staff, none of whom are Hispanic, hold the higher-paying jobs. The PSEP clients, whose jobs are temporary, hold the lower-paying jobs.

Clients

PSEP (Titles II and VI) is required to submit to the U.S. Department of Labor quarterly progress reports summarizing client activity. Table 6 provides an analysis of PSEP's Title II clients from July 1974, when the program began, through September 1974. Of a total of 143 persons employed in the city of Newark, 7 persons or 4.9 percent were Hispanic.

Table 6

Public Service Employment Program,

Title II 1st and 2nd Quarters*

Hispanic Client Analysis, 1974

	Total Persons		No. Hispanic		Hispanic	
	July-Sept.	July-Dec.	July-Sept.	July-Dec.	July-Sept.	July-Dec.
Cumulative employed in CETA jobs	143	186	7	13	4.9	7.0
Employed in non-CETA jobs (a)	0	2	0	0	0	0
Terminations (b)	0	26	0	1	0	3.8

(a) Those employed in private industry in non-CETA funded jobs.

* First quarter covers July-September; second quarter covers period July-December.

Source: CETA Title II 1st and 2nd Quarterly Progress Reports submitted to U.S. Department of Labor by Mayor's Office of Manpower and Planning, Newark, New Jersey.

Table 6 also summarizes PSEP's clients for the period July through December 1974. A total of 186 jobs were allotted to city departments for eligible PSEP clients. Of the total, 13 persons or about 7.0 percent were Hispanics. The percentage of Hispanics in CETA jobs increased by more than 2 percent as the program expanded at the end of 1974.

On February 5, 1975, representatives of the Advisory Committee met with PSEP staff to discuss Hispanic participation in the program. Mr. Moore stated to the Advisory Committee that PSEP staff were firmly committed to hiring Hispanics. A month later, Mr. Moore wrote that he had changed the administrative procedures to better identify Hispanics in all phases of the program.[11]

Analysis of PSEP's Title II client reports for the period of July 1974 through March 1975 reflects a substantial increase over the period from July through December 1974. Of a total of 1,278 clients employed, 187 persons or 14.6 percent were Hispanic. This represents an increase of about 8 percent over Hispanic participation in the previous reporting period for Title II (see table 7).

A review of Title II fourth quarter client reports for the period July 1974 through June 1975 indicated a slight decrease in the percentage of Hispanics employed with respect to the large increase of the previous reporting period. Of a total of 1,431 persons employed in work experience and public service jobs, 198 persons or 13.8 percent of the total number employed (see table 7) were Hispanic.

Table 8 summarizes PSEP's Title VI clients for the period January through March 1975.[12] Of a total of 544 employed, 82 persons or 15.1 percent were Hispanic.

SUBCONTRACTS

Newark as prime sponsor has granted a total of $3,115,091 in social service subcontracts to 15 profit and nonprofit agencies for fiscal year 1974-75. These subcontracts, shown in appendix G, range from $16,000 to more than $730,000. Of 15 subcontracts awarded, 6 were for $200,000 or more: Newark Manpower Skills Center, $740,017; New Jersey State Employment Service, $490,232; North Jersey, $704,000; Mount Carmel Guild, $464,000; Newark Day Care

Table 7

Public Service Employment Program

Title II, 3rd and 4th Quarters*

Hispanic Client Analysis

1974-1975

	Total Persons		No. Hispanic		% Hispanic	
	July-March	July-June	July-March	July-June	July-March	July-June
Cumulative employed in CETA jobs in work experience and public service	1,278	1,431	187	198	14.63	13.8
Employed in non-CETA jobs (a)	33	54	0	4	0	7.4
Terminations	190	348	15	24	7.89	6.8

(a) Those employed in private industry (non-CETA subsidized jobs).

* Third quarter covers July-March, fourth quarter covers July-June.

Source: CETA Title II 3rd and 4th Quarterly Progress Reports submitted to U.S. Department of Labor by Mayor's Office of Manpower and Planning, Newark, N.J.

Table 8

Public Service Employment Program,

Hispanic Client Analysis, Title VI,

January-March 1975

	Total Persons	No. Hispanic	% Hispanic
Cumulative employed in CETA jobs	544	82	15.07
Employed in non-CETA jobs	3	1	33.33
Terminations	51	8	15.68

Source: CETA Title VI 1st Quarterly Progress Report submitted to U.S. Department of Labor by Mayor's Office of Manpower Planning, Newark, N.J.

Council, $197,000; and Worldwide Educational Services, $205,000.[13]

These six subcontractors received $2,800,422 or roughly 90 percent of all CETA dollars awarded in subcontracts by the city of Newark. In view of the disproportionately large amount of CETA funds received by these subcontractors, the Advisory Committee limited its review of staffing patterns and clients to these six.

Among the 15 subcontracting agencies, 1 is Puerto Rican. A subcontract of $50,000 was awarded to the Puerto Rican Veterans Association. Although its funding level is considerably under the $200,000 level drawn by the Advisory Committee, it is mentioned because of its relevance to this report. The staff composition of this agency is three Hispanics funded under the CMDS subcontract and one non-Hispanic from the State employment service.

Newark Manpower Skills Center (NMSC)

The NMSC center is a unit of the State's division of vocational education. It has facilities to conduct large-scale vocational and educational training. The skills center contracted with CMDS to provide vocational and educational training for approximately 500 CMDS clients from July through June 1975.[14]

Staffing Pattern.--In January 1975, there were 2 Hispanics, both in janitorial positions, out of a total of 47 staff members funded by CMDS. Both Hispanics earned in the $5,000-$7,999 salary range, while 38 non-Hispanic persons earned salaries between $8,000 and $25,999. (See appendix H.)

Clients.--From July 1974 through June 1975, a total of 500 CMDS clients were trained. Of these a maximum of 90 were Hispanics--about 80 in English as a Second Language training and about 10 in vocational training.[15]

Budget.--NMSC received approximately $740,000 in CETA funds from city and State grants for 1974-75. A breakdown is as follows: $137,971, CMDS; $136,000, CETA (city supplementary funds); $143,000, CETA (State supplementary funds); and $323,226, CETA (State supplementary funds), for a total of $740,017.

New Jersey State Employment Service

The State employment service in cooperation with CMDS provides employability services to persons seeking employment at four of five manpower centers in Newark. These services include intake, referral, screening, counseling, job matching, and placement. The services are part of those provided to CMDS clients under the contractual agreement between the two agencies.

Staffing Pattern.--In February 1975, there were 5 or 11.9 percent Hispanics of a total staff of 42 under CMDS contract. Of the five Hispanics, one was in the $5,000 to $7,999 salary range and the other four were in the lower portion of the $8,000 to $10,999 range. Of the 22 persons earning salaries between $11,000 and $19,999, none was Hispanic. (See appendix I.)

Clients.--The State employment service provides services in four of the five manpower centers serving the city. No data have been obtained from the individual centers. However, since the large majority of CMDS clients attend the four State centers, data on all CMDS clients may be used to describe the State employment service clients. Of the total of 7,556 persons enrolled during the period of July 1974 to June 1975, 2,088 persons or approximately 27.6 percent were Hispanic. A more detailed analysis of Hispanic participation and their employment status is included in table 4.

Budget.--The agency received $490,232 in CETA funds for 1974-75.

North Jersey Community Union

The North Jersey Community Union operates a number of social service programs, including a preventive medicine program for members of the community. The only CETA project is a senior citizens work experience program, employing senior citizens at $3.00 per hour for a maximum of 20 hours per week.

Staffing Pattern.--In February 1975, the program had five professional staff members with salaries ranging from $8,000 to $12,000. None of the five staff members was Hispanic.[16]

Clients.--The program has employed approximately 184 senior citizens in its work experience program; they were employed as drivers, homemakers, recruiters, and counselors. Of the 184, 2 were Hispanics during the period of December 1974 through February 1975.[17]

Budget.--The program received the following CETA funds: $264,000, CMDS (August 1974-July 1975); and $440,000, CETA VI (January-December 1975); for a total of $704,000.

Mount Carmel Guild

Mount Carmel Guild is a multiservice agency with several offices in Newark. The office under review has entered into a contract with CMDS to provide employment for youths under the age of 18. The program is a work experience program where youths obtain employment throughout the school year and the summer.

Staffing Pattern.--This agency's overall staff size fluctuates, depending upon the funds received for its summer and winter youth programs. In 1975, there were three Hispanics or 33 percent out of a total ongoing budgeted staff of nine. One Hispanic was in each of the following salary brackets: $120-$129 per week; $170-$179 per week; and $180-$189 per week.[18] (See appendix J.)

Clients.--Of the 336 youths who received jobs through this agency's winter program for youths, 102 or 30.4 percent were Hispanics. Out of a total of 1,423 youths hired through the agency's summer program, 440 persons or 30.9 percent were Hispanic (see appendix K.)

Budget.--The agency received two subcontracts from CMDS, one for the summer program and one for the winter program: $114,000, summer program, 1975; and $350,000, winter program, 1975; for a total of $464,000.

Newark Day Care Council

The Newark Day Care Council provides a number of services to the children within the community, including day care and after school care, preschool classes, arts and crafts, and recreational activities. The council has contracted with CMDS to provide these services to the children of CMDS clients while parents enrolled in CMDS are receiving training or working.

Staffing Pattern.--The day care council has two types of staff--inhouse and external staff. Inhouse staff are budgeted personnel located at the council, while external staff are parents who are paid on an "on call" basis for taking care of children within their own homes. External parents-staff are placed on a roster and called depending upon demand and circumstances. Therefore, they do not receive a steady income. In 1975, of a total budgeted staff of 22, there was 1 Hispanic, a driver (hired in January 1975) with a salary in the $6,000-$6,999 range. (See appendix L.) There were 39 Hispanics or 24.7 percent out of a total external or nonbudgeted staff of 154.[19]

Budget.--The Newark Day Care Council received $197,000 from CMDS.

Worldwide Educational Service (WES)

Worldwide Educational Service, a private, profitmaking corporation specializing in education, holds two contracts with CMDS. Under a performance contract, WES provides employability services to CMDS clients at Newark's fifth manpower training center. This contract is for services similar to those provided by the New Jersey State Employment Service. However, WES is paid on a performance basis (e.g., number of placements, etc.). (The four other centers are subcontracted to State employment service use.) The second contract is, as most CETA contracts, a fixed-price contract under which WES conducts vocational evaluation for all five manpower centers.

Staffing Pattern.--In 1975, there were two Hispanics or 25.0 percent out of a total staff of eight; one in the $10,000-$10,999 salary range and one in the $7,000-$7,999 salary range. (See appendix N.)

Clients.--No information was obtained on the client population at the WES center.

Budget.--The total amount of CETA funds received by this organization in 1975, was as follows: $115,000, fixed-priced contract; $90,000, performance contract; for a total of $205,000.

Edward Quinn, WES' director, anticipates that the agency will receive the full $90,000 available under the contract on the basis of its present performance.[20]

Notes to Section III

1. See Federal Register, Vol. 39, No. 108, Part II, §§95.13(c) 1,3. (Tuesday, June 4, 1974), p. 19895.

2. For 30-day provisions see Federal Register, Vol. 39, No. 108, Part II, §§95.15(b) 1 (June 4, 1974), p. 19897.

3. Newark, N.J., Mayor's Office, "Title I Comprehensive Manpower Plan of Newark," table 24, submitted to the U.S. Department of Labor, May 30, 1974. See appendices C and D.

4. Puerto Rican Veterans Association, minority report submitted to DOL, June 7, 1974.

5. Ibid.

6. Correspondence includes the following: William Cancel, Puerto Rican Veterans Association, telegram to Edward Aponte, Assistant Regional Manpower Administrator (ARMA), DOL, June 6, 1974. William Cancel, Puerto Rican Veterans Association, Minority report to Edward Aponte, DOL; Mayor Kenneth Gibson; Harry Wheeler; Congressman Peter Rodino, June 6, 1974. Congressman Rodino, letter to William Cancel, July 17, 1974. Harry Wheeler, letter to Edward Aponte, July 29, 1974. Harry Wheeler, letter to Congressman Rodino, Aug. 1, 1974. Harry Wheeler, letter to William Cancel, Aug. 2, 1974. Edward Eberle, chairman, Greater Newark Chamber of Commerce, letter to Congressman Rodino, Aug. 5, 1974. Congressman Rodino, letter to William Cancel, Aug. 9, 1974. USCCR-NERO files.

7. Kenneth Gibson, mayor, Newark, N.J., letter to Nadine Taub, chairperson, New Jersey Advisory Committee, Sept. 17, 1975.

8. See appendix G, subcontractors to CMDS.

9. See updated analysis in, Harry Wheeler, director, Mayor's Office of Manpower and Planning, Newark, N.J., letter to Mark Simo, USCCR-NERO, Nov. 5, 1975; available in USCCR-NERO files.

10. Alvin Moore, telephone interview, May 22, 1975.

11. Alvin Moore, director, PSEP, letter to Mark Simo, USCCR-NERO, March 1975; available in USCCR-NERO files.

12. Title VI began in January 1975. Its first quarterly progress report covers the period January 1975 through March 1975, but technically falls in the third quarter of fiscal year 1974-1975.

13. CMDS.

14. John E. Radvany, deputy assistant commissioner, Division of Vocational Education, Department of Education, State of New Jersey, telephone interview by Mark Simo, USCCR-NERO, May 14, 1976. See also appendix P for response of Apr. 23, 1976.

15. Ibid.

16. See staff interview Feb. 25, 1975, available in USCCR-NERO files. Also see appendix O for response of May 24, 1976.

17. North Jersey Community Union, Monthly Reports, Dec. 30, 1974-Feb. 11, 1975, available in USCCR-NERO files.

18. One of the three Hispanics and three of the five non-Hispanics were hired April-May 1975.

19. Newark Day Care Council, Inc., Day Care Mothers, Feb. 12-28, 1975, available in USCCR-NERO files. Also see response of April 18, 1976, appendix M.

20. Edward Quinn, director, WES, telephone interview, March 1975.

FINDINGS

The Manpower Advisory Planning Council:

1. In view of the serious economic deprivation of much of the Hispanic population of Newark, adequate representation of this segment of the community on the Newark Manpower Advisory Planning Council is critical. Mayor Gibson's commitment to appoint two additional Hispanics to the council (making a total of four), when implemented, should provide reasonable Hispanic representation on this body.

Hispanic Staff of Manpower Programs:

2. With respect to numerical representation, present levels of Hispanic representation on the staff of the Mayor's Office of Manpower Planning (MOMP), the Comprehensive Manpower Delivery System (CMDS), and the Public Service Employment Program (PSEP) represent an improvement over earlier levels and are now within the mayor's affirmative action goals of 10 to 15 percent.

3. With respect to salary level, Hispanics tend to be concentrated in the middle and low-middle salary ranges and are generally unrepresented in the highest salary ranges. Of approximately 24 persons earning more than $15,000, none were Hispanic. The mayor's commitment to an upward mobility program, when implemented, should result in a more even distribution of Hispanics throughout all salary ranges.

Hispanic Clients of Manpower Programs:

4. At the outset of this review (January 1975) Hispanic representation as clients of CMDS Title I was in excess of the mayor's affirmative action goals and that representation has increased during the period of the study. Client participation in Title II of PSEP, though inadequate at the outset of the review, has tripled from September 1974 to June 1975 and is now well within the mayor's affirmative action goal. Client participation in Title VI of PSEP as of March 1975 was slightly in excess of the affirmative action goals.

Hispanic Staff on Manpower Subcontractors:

5. Hispanics are seriously underrepresented on the staff of the Newark Manpower Skills Center, a subcontractor which is

a unit of the New Jersey Department of Vocational Education, and current staffing may impair the agency's ability to serve the Hispanic community adequately. The fact that Hispanic employment in this important State agency is limited to two persons in janitorial positions is a gross shortcoming that deserves the immediate attention of New Jersey's Commissioner of Vocational Education.

6. The staffing patterns of two other subcontractors, the Newark Day Care Council and the North Jersey Community Union, both of which are private agencies, also indicate serious underrepresentation of the Hispanic population.

7. Of the three other subcontractors reviewed--the Worldwide Educational Services, the Mount Carmel Guild, and the unit which provides employability services to CMDS of the New Jersey State Employment Service--Hispanic representation is within or exceeds the mayor's affirmative action goals.

RECOMMENDATIONS

To the Regional Administrator for Employment and Training, DOL:

1. The Regional Administrator for Employment and Training of the U.S. Department of Labor should carefully review this report with particular reference to the newly established affirmative action goals, should regularly evaluate the EEO posture of Newark's manpower programs, and, when appropriate, take corrective action.

To the New Jersey Commissioner of Vocational Education:

2. The State commissioner of vocational education should take immediate steps to implement an aggressive, results-oriented, affirmative action program, with numerical goals and timetables, to substantially increase Hispanic staff representation on all levels at the Newark Manpower Skills Center. The affirmative action program should be designed and implemented in cooperation with the Hispanic community.

To the Mayor of the City of Newark:

3. The mayor should carry out, as soon as possible, his commitment to appoint two additional Hispanic persons to the Manpower Advisory Planning Council.

4. The mayor should carry out, as soon as possible, his commitment to implement an upward mobility program and provide "career ladder opportunities for Newark's Spanish-speaking community" and to make a "concentrated effort to move those employees currently on board into middle management (in the $10,000 to $17,000 and higher) positions as quickly as their talents, skills, and available jobs permit."[1]

5. The mayor should, as soon as possible, revise the city's affirmative action plan to include his goal of 10 to 15 percent Hispanic participation, as staff and clients, in all manpower programs, including the commitment to achieve the upper level of the range, and establish mechanisms for monitoring performance in relation to the goal.

6. As the prime contractor, the city of Newark should require all its manpower subcontractors to adopt affirmative action programs, with goals for Hispanic participation

similar to those adopted by the city. Submission of such plans should be a condition for awarding contracts to all agencies. The mayor should direct his affirmative action officer to evaluate Hispanic representation in the staffing and clients of the subcontractors and take appropriate steps, including the termination of funds when necessary. Steps should be taken to correct the underrepresentation of Hispanics among the staffs of the Newark Day Care Council and the North Jersey Community Union.

Notes to Recommendations

1. Kenneth Gibson, mayor, Newark, N.J., letter to Nadine Taub, chairperson, New Jersey Advisory Committee, Sept. 17, 1975.

APPENDIX A

KENNETH A. GIBSON
MAYOR
NEWARK, NEW JERSEY
07102

April 6, 1976

Mr. Jacques E. Wilmore
Regional Director
U.S. Commission on Civil Rights
NORTHEASTERN REGIONAL OFFICE
26 Federal Plaza, Room 1639
New York, New York 10007

Dear Mr. Wilmore:

I have reviewed the final draft report of the New Jersey Advisory Committee to the U.S. Commission on Civil Rights entitled, Hispanic Participation in Newark Manpower Programs and provide the following comments relative to the report.

First of all, I feel that the comments made by me and members of my staff and now included in your final draft are fair and substantially reflect the City of Newark's position on various areas of the report. However, there are some aspects of your report, that although we have discussed at length through prior correspondence and meetings, bear re-enforcement and further articulation.

Population figures employed in the report to establish a level of Hispanic participation in CETA programs are misleading. Total population figures cannot be used to set ratios or goals for Hispanic participation. In this area, Federal Regulations are clear and explicit. The proportion of a particular group's participation in CETA programs must be based on CETA-relavant population. However, and in spite of the fact, that the Puerto Rican CETA-relavant population within the City is only between 7-9 percent, I have, as I've indicated in the past, established an overall goal of from 10 to 15 percent participation for Hispanics in CETA-programs.

I might also point out that in September of 1975, I issued instructions to my Office of Employment and Training (formerly Manpower) to, as a priority, make every effort to provide career ladder opportunities to our Hispanic Community. This action will bring Hispanics into middle and upper-middle management positions (from $10,000-$17,000 and higher) as quickly as their skills, talents and available jobs permit.

I would like to emphasize that all of our CETA programs in terms of both staff and participants, in the City of Newark now fall within the established guidelines (from 10-15 percent), established for Hispanic participation, and in several cases, Hispanic employment levels exceed the 15 percent target.

In keeping with my earlier decision, in September of 1975, I appointed Mr. Anibal M. DeMesquita and Mr. Miguel Rodriguez, both of whom are Hispanics to the Mayor's Employment Planning and Advisory Council (formerly the Mayor's Manpower Planning and Advisory Council). I am enclosing copies of both my letters of appointment and their response for your information. Mr. William Cancel, formerly a member of the Council, for reasons of his own, resigned and I am now searching for an Hispanic replacement.

At my direction, the Mayor's Office of Employment and Training has issued a Policy Memorandum to all agencies and sub-contractors which sets forth the 10-15 percent Affirmative Action Guideline for Hispanic staff and participant employment in CETA programs. During the past several months members of my staff and I have spoken to those agencies and sub-contractors in question including the Newark Skills Center and they were informed that failure to comply with our Affirmative Action Program or the Policy Memorandum issued by the Mayor's Office of Employment and Training relative to the hiring and placement of Hispanics, will seriously jeopardize their chance of re-funding their programs.

As you know, I am a member of a minority group. For most of my life, I have taken a leading role in the fight against prejudice and discrimination on behalf of all minorities. As Mayor of a City with one of the largest minority concentrations in the nation, I want to assure you and all other interested parties that I will do all in my power to guarantee each citizen of our City every opportunity possible relative to his or her talents, training, and experience and the available job market within the City.

If I can be of any further assistance, please do not hesitate to call me or Mr. Harry L. Wheeler, Director of the Mayor's Office of Employment and Training.

Sincerely,

KENNETH A. GIBSON
MAYOR

KAG:els
Encls.

cc: Harry L. Wheeler
Gerry P. Falcey
Mark Simo

APPENDIX B

Comparison Between Census Data and Independent Estimates of the Puerto Rican Population in Selected Areas
(Persons of Puerto Rican Origin)

Geographic Area	U.S. Bureau of the Census[a]	Independent Estimates
New York City	846,731	1,300,000[b] 1,050,000[c]
Boston (City)	7,747	30,000[d]
Springfield-Holyoke-Chicopee, Mass. (SMSA)	5,612	20,500[d]
Bridgeport, Conn.	9,618	30,000[e]

a. U. S. Bureau of the Census, Department of Commerce, PC(SI)-30, 1970 Census of Population: Persons of Spanish Ancestry (Feb. 1973).

b. Department of Labor of the Commonwealth of Puerto Rico, New York City Office.

c. New York State Department of Labor.

d. Department of Labor of the Commonwealth of Puerto Rico, Massachusetts Office.

e. Department of Labor of the Commonwealth of Puerto Rico, Connecticut Office.

APPENDIX C

Greater Newark Manpower Area Planning Council Membership List

Agency/Sponsor Sector

Carmen Attansio, Director
Adult Education Department
Board of Education
31 Green Street
Newark, New Jersey 07102
733-7214

Joseph M. Maulano
District Supervisor
New Jersey State
Employment Service
One Clinton Street
Newark, New Jersey 07102
648-3750

Arthur S. Jones, Director
CEP
32 Green Street
Newark, New Jersey 07102
733-7862

Richard Phillips, Director
N.J. Multi-Skill Training
187 Broadway
Newark, NJ 07104

*Lucille Puryear
Executive Director
United Community Corp.
449 Central Avenue
Newark, NJ 07104

M. Philip Lazzardo, Director
Essex County Welfare
Department
High Street & 13th Ave.
Newark, NJ 07104
733-7862

Client Sector

Mrs. Louise Epperson
(Community Leader)
100 Bergen Street
Newark, NJ 07103
643-8800 Ext. 309

Mrs. Nellie Grier
(Senior Citizen)
738 Hunterdon Street
Newark, NJ 07103
243-2921

Mrs. B. Agnolia Holland
(Community Leader)
129-B Rose Street
Newark, NJ
242-7830

Marshall Jones
(Community Leader)
32 Green Street
Newark, NJ 07102
622-2970

*Mrs. Marian Kidd
(Welfare Rights Org.)
258 Fairmount Avenue
Newark, NJ

*Mrs. Lucille Peterson
President
Kretchmer Senior Citizens
122 Ludlow Street, Apt.4-H
Newark, NJ 07105
248-3493

Rev. Msgr. Richard McGuiness
St. Bridget's Church
404 University Avenue
Newark, NJ 07102
624-7442

Business/Labor Sector

James Brown, President
International Hod
Carriers
121 Newark Street
Newark, NJ 07103

John Clarkson
Secretary & Director
of Personnel
Mutual Benefit Life Ins.
520 Broad Street
Newark, NJ 07102
624-6600

George Connett,
Vice President
Prudential Insurance
Company
Prudential Plaza
Newark, NJ 07102
336-1234

David Rinsky
Vice President
Greater Newark Chamber
of Commerce
1180 Raymond Boulevard
Newark, NJ 07102
624-6888

Edward Lenihan
Vice President
Public Service Electric
& Gas
80 Park Place
Newark, NJ
622-7000

Jules H. Lozowick,
Manager Community Relations
Northeastern Region
Western Electric
Gateway #2
Newark, NJ 07102
242-2147

Agency/Sponsor Sector

*Charles L. Sanders
Executive Director
Urban League of
Essex County
508 Central Avenue
Newark, New Jersey 07107

*Steven N. Adubato, Director
North Ward Educational &
Cultural Center, Inc.
346 Mt. Prospect Avenue
Newark, New Jersey 07104

Client Sector

Miss Dorothy Cole
406 South 6th Street
Newark, New Jersey

Antonio Perez
469 Broad Street
Newark, NJ 07102

Mrs. Estelle G. Beswick
(Welfare Mother)
475 University Avenue
Newark, New Jersey
07102

Business/Labor Sector

*Kenneth Peterson
Local 712-United Paper
Workers
105 Charlton Street
Newark, NJ 07103
242-2147

Furman Stanley
Manager Community Rela-
tions
N.J. Bell Telephone Co.
Newark, New Jersey

Peter Yablonsky
Painter's District Counci
15 Farrand Street
Bloomfield, NJ
742-0536

APPENDIX D

Mayor's Manpower Planning Advisory Council

Membership List 1974-1975

Agency/Sponsor Sector

Carmen Attanasio, Director
Adult Board of Education
Board of Education
2 Cedar Street
Newark, New Jersey 07102
733-7213

Joseph M. Maulano
District Supervisor
New Jersey State Employment Service
1 Clinton Street
Newark, New Jersey 07103
648-3750

Richard Phillips, Director
N.J. Multi-Skills Training Center
187 Broadway
Newark, New Jersey 07104
648-2475

Philip Lazzaro, Director
Essex County Welfare Department
High Street and 13th Avenue
Newark, New Jersey 07104
733-3000

Charles L. Sanders
Executive Director
Urban League of Essex County
508 Central Avenue
Newark, New Jersey 07107
623-1780

Client Sector

Mrs. Louise Epperson
Patient Relations
65 Bergen Street
Newark, New Jersey 07103
643-8800 Ext. 309

Mrs. Nellie Grier
(Senior Citizen)
738 Hunterdon Street
Newark, New Jersey 07103
243-2921

Mrs. Agnolia Holland
(Community Leader)
129-B Rose Street
Newark, New Jersey 07108
242-7830

Mrs. Marian Kidd
(Welfare Rights Org.)
258 Fairmount Avenue
Newark, New Jersey 07103
Work: 242-2147 Home: 624-2093

Mrs. Lucille Peterson, Pres.
Kretchmer Senior Citizens
122 Ludlow Street, Apt. 2-H
Newark, New Jersey 07105
248-3493

Business/Labor Sector

James Brown, Business Manager
International Hod Carriers
121 Newark Street
Newark, New Jersey 07103
623-1590

John S. Clarkson
Secretary and Director of Personnel
Mutual Benefit Life Insurance Company
520 Broad Street
Newark, New Jersey 07102
624-6600 Ext. 469

George Connett, Vice-President
Prudential Insurance Company of America
Prudential Plaza
Newark, New Jersey 07102
336-1234

David Rinsky, President
Greater Newark Chamber of Commerce
1180 Raymond Boulevard
Newark, New Jersey 07102
624-6888

Edward Lenihan, Vice-President
Public Service Electric & Gas
80 Park Place
Newark, New Jersey 07102
622-7000

Agency/Sponsor Sector

Stephen N. Adubato, Director
North Ward Educational and Cultural Center, Inc.
346 Mt. Prospect Avenue
Newark, New Jersey 07107
481-0415 485-6200

Daniel Webster, President
United Community Corporation
106 Tichenor Street
Newark, New Jersey 07105
484-8820

J. Harry Smith, President
Essex County College
31 Clinton Street
Newark, New Jersey 07102
621-2200

Audrey Olsen Faulkner, Ph.D.
117 Johnson Street
Highland Park, New Jersey 08903
932-7381/7120

William M. Cancel
Executive Director
Puerto Rican Veterans Association
27 Halsey Street
Newark, New Jersey 07102
643-6952

Client Sector

Ed Casey, Director
Youth Chance Office
Mt. Carmel Guild
1 Summer Avenue
Newark, New Jersey 07104
482-0100

Mrs. Estelle G. Beswick
Office of Manpower Planning
Hall of Records, Room 123
High Street
Newark, New Jersey 07102
961-8078

Ernesto Verdecia
262 Broadway
Newark, New Jersey 07104
485-9755

Business/Labor Sector

Jules H. Lorowick, Manager
Community Relations Service
Division/Northeastern Region
Western Electric - Gateway #2
Newark, New Jersey 07102
468-3124

Kenneth Peterson
Local 712
United Paper Workers
Newark, New Jersey
Newark, New Jersey 07103
242-2147

Furman Stanley, Manager
Community Relations
N.J. Bell Telephone Company
540 Broad Street
Newark, New Jersey 07103
649-2676

Peter Yablonsky
Painters' District Council
No. 10, AFL-CIO
15 Farrand Street
Bloomfield, New Jersey 07003
742-0532

Phillip F. Nelson
Chairman of the Board
Couse & Bolten Company
44 Lafayette Street
Newark, New Jersey 07102
642-4210

Samuel Fox, General Manager
Canadian Furst & Fashions
797 Broad Street
Newark, New Jersey 07102
622-1233

Business/Labor Sector

Thomas B. Spruiell
North Carolina Mutual L
Insurance Company
702 High Street
Newark, New Jersey 0710
643-0163

APPENDIX E

Mayor's Office of Manpower & Planning

Staffing Pattern - May, 1975

Salary Range	Total No. in Salary Range	Non-Hispanic Number	Hispanic Number
20,000 - 28,000	1	1	0
17,000 - 19,999	3	3	0
14,000 - 16,999	3	2	1
11,000 - 13,999	4	4	0
8,000 - 10,999	2	2	0
5,000 - 7,999	2	2	0
Totals & Number of Total Staff	15	14	1

Note: Staff analysis reflects budgeted staff only, not Public Service Employment Program participants hired to expand staff.

Source: Tom Boykin, affirmative action officer, letter to Mark Simo, staff, USCCRNERO, March 11, 1975, available in USCCRNERO files.

APPENDIX F

Comprehensive Manpower Delivery System

Staffing Pattern - January 1975

Salary Range*	Total No. in Salary Range	Non Hispanic No.	Non Hispanic % in range	Hispanic No.	Hispanic % in range
23,000 - above	1	1	100.0	0	0.0
20,000 - 22,999	1	1	100.0	0	0.0
17,000 - 19,999	7	7	100.0	0	0.0
14,000 - 16,999	12	12	100.0	0	0.0
11,000 - 13,999	28	25	89.3	3	10.7
8,000 - 10,999	51	47	92.2	4	7.8
5,000 - 7,999	30	26	86.7	4	13.3
Totals & % of Total Staff	130	119	91.5	11	8.5

*Salaries given for staff were not actual salaries, but maximum salaries. For example if "J. Doe" had listed a salary of $12,000 then J. Doe could be making $12,000 or maximum of 14% below his stated salary.

Source: Arthur Jones, Director, CMDS, interview in Newark, New Jersey, Jan. 24, 1975.

APPENDIX G

Subcontract Summary

Vendor	Type	Amount	Funding Source
Worldwide Educational Service	Work Sampling	115,000	CMDS
New Jersey State Employment Service	Employability Services	490,232	CMDS
Worldwide Educational Service	Employability Services	90,155	CMDS
Newark Day Care Council	Child Care	197,600	CMDS
Community Cooperative Health Service	Medicals	42,620	CMDS
Broadway Health Group	Medicals	24,870	CMDS
AIRCO Technical Inst.	Welding Training	90,656	CMDS
Computer Programmer	Training	18,378	CMDS
Secretarial Practice	Training	16,000	CMDS
North Jersey Community Union	Work Experience for (Senior Citizens)	264,664 440,000	CMDS CETA VI
Puerto Rican Veterans Association	Veteran Recruitment	49,854	CMDS
Robert Treat Council Boy Scouts of America	Scout Counselling	30,482	CETA II
Mt. Carmel Guild	Winter/Summer Program for Disadvantaged Youth	350,000 114,000	CMDS CMDS
New Jersey State Employment Service	Public Employment Program	41,789	CETA II
New Jersey Manpower Skills Center	Training " " "	142,791 136,000 137,000 323.000	CMDS CETA (City Supplementary) CETA (State Supplementary) CETA (State Supplementary)

TOTAL - CETA FUNDS

2,655,091 - City
460,000 - State
3,115,091 - GRAND TOTAL

APPENDIX H

Newark Manpower Training Skill Center

Staffing Pattern - March 1975

Salary Range	Total No. in Salary Range	Non Hispanic No.	Non Hispanic % in range	Hispanic No.	Hispanic % in range
23,000 - 25,999	2	2	0.0	0	0.0
20,000 - 22,999	0	0	0.0	0	0.0
17,000 - 19,999	2	2	100.0	0	0.0
14,000 - 16,999	22	22	100.0	0	0.0
11,000 - 13,999	4	4	100.0	0	0.0
8,000 - 10,999	8	8	100.0	0	0.0
5,000 - 7,999	9	7	77.8	2	22.2
Total and % of Total Staff	47	45	95.7	2	4.3

Source: Dick Phillips, Director, NMSC, interview in Newark, N.J., Jan. 9, 1975.

APPENDIX I

New Jersey State Employment Service

Staffing Pattern - March 1975

Salary Range	Total No. in Salary Range	NON Hispanic No.	NON Hispanic % in range	Hispanic No.	Hispanic % in range
23,000 - 25,999	0	0	0.0	0	0.0
20,000 - 22,999	0	0	0.0	0	0.0
17,000 - 19,999	1	1	100.0	0	0.0
14,000 - 16,999	7	7	100.0	0	0.0
11,000 - 10,999	14	14	100.0	0	0.0
8,000 - 10,999	15	11	73.3	4	26.7
5,000 - 7,999	5	4	80.0	1	20.0
Total & % of Total Staff	42	37	88.1	5	11.9

Source: John Brantley, employability services manager, NJSES interview in Newark, N.J., March 3, 1975

APPENDIX J

Mt. Carmel Guild

Staffing Pattern - March 1975

Salary Range (Per Week)	Total No. in Salary Range	Non Hispanic		Hispanic	
		No.	% in range	No.	% in range
200 - 240	1	1	100.0	0	0.0
190 - 199	1	1	100.0	0	0.0
180 - 189	1	0	0.0	1	100.0
170 - 179	1	0	0.0	1	100.0
160 - 169	0	0	0.0	0	0.0
150 - 159	1	1	100.0	0	0.0
140 - 149	1	1	100.0	0	0.0
130 - 139	0	0	0.0	0	0.0
120 - 129	3	2	66.7	1	33.3
Totals & Percent of Total	9	6	66.7	3	33.3

Note: One of the three Hispanics and three of the five Non Hispanics were hired April-May, 1975. All are budgeted staff.

Source: Edward Casey, Director, Mt. Carmel Guild, interview Feb. 2, 1975.

APPENDIX K

Mount Carmel Guild

Hispanic Client Analysis

	Youths Employed		
	Total	No. Hispanic	% Hispanic
Winter Program	336	102	30.35

	Youths Employed		
	Total	No. Hispanic	% Hispanic
Summer Program	1,423	440	30.92

NOTE: All youths were hired at the same salary.

Source: Quarterly Progress Report to DOL 1974-75.

APPENDIX L

Newark Day Care Council

Staffing Pattern - March 1975

Salary Range	Total No. in Salary Range	Non Hispanic No.	Non Hispanic % in range	Hispanic No.	Hispanic % in range
16,000 - 16,999	1	1	100.0	0	0.0
6,000 - 6,999	8	7	87.5	1*	12.5
5,000 - 5,999	8	8	100.0	0	0.0
4,000 - 4,999	0	0	0.0	0	0.0
3,000 - 3,999	0	0	0.0	0	0.0
2,000 - 2,999	0	0	0.0	0	0.0
1,000 - 1,999	5	5	0.0	0	0.0
Total & % of Total	22	21	95.5	1	4.5

*Hired 1/13/75

Source: Betty Simmons, project director, interview in Newark, N.J. March 10, 1975, see USCCR, NERO files.

APPENDIX H

Newark Day Care Council, Inc.
517 Springfield Avenue, Newark, New Jersey 07103
(201) 824-4455

29. 1978

Ms. Joyce Carter
Executive Director
Newark Day Care Council
517 Springfield Avenue
Newark, New Jersey 07103

April 28, 1976

Mr. Jacques E. Wilmore
Regional Director
U.S. Customs & Courthouse Building
26 Federal Plaza, Room 1639
New York, New York 10007

Dear Mr. Wilmore,

I am forwarding this letter in response to your letter of April 6, 1976; requesting information from myself pertaining to the status of Hispanic personnel employed by Newark Day Care Council under the Comprehensive Manpower Delivery System Contract July 1, 1974 - June 30, 1975.

I, Joyce S. Carter was hired by Newark Day Care Council Board of Director's on June 1, 1975. I would prefer relating the entire scope of Newark Day Care Council in terms of hispanic personnel.

As of January 1975, there were four hispanics employed by Newark Day Care Council.

Angelo Martinez - Bus Driver
Ann Martinez - Teacher Aide
Lillian Ortiz - Bi-lingual Clerk
Juana Hernandez - Social Service Intern

The number of full-time personnel as of January 1, 1975 was 49 and 5 part-timers.

The hispanics whose salaries were paid by the Comprehensive Manpower Delivery System Contract was Angelo Martinez, Bus Driver.

Since January 1, 1975 the Council experienced a budgetary cutback with the Comprehensive Manpower Delivery System Contract. Several positions were eliminated and others absorbed by the other funding source Title XX. The Bi-lingual position was completely eliminated from Title XX Contract along with

A. Coordinator of Services (1)
B. Assistant Coordinator of Services (1)
C. Transport Coordinator (1)
D. Early Childhood visiting teacher (1)

Comprehensive Manpower Delivery System contract eliminated completely the following positions:

A. Steno Secretary I
B. Teacher Aid I
C. After Care Aid I
D. Bus Driver I
E. Social Worker II

I am submitting for your records the Employee Master List dated January 1, 1975. As you can very well see the majority of employee's of Newark Day Care Council have been with the agency 4 years or more.

However, Title XX did increase it's funding upon the renewal of their contract January 1, 1976 and additional personnel were hired January 20, 1976. Ms. Sabina Cruz, hispanic, was hired as a Social Worker.

If there is a need for additional information pertaining to this matter, please feel free to contact or call my office.

Thanking you in advance for your cooperation.

Respectfully,

Joyce S. Carter

Joyce S. Carter, Executiv
Director

cc: Frank Johnson - President Newark Day Care Council Board
Martha Thomas - Administrative Assistant
Elsa Bennett - Vice President Newark Day Care Council Board
Personnel Department Newark Day Care Council

APPENDIX N

Worldwide Educational Service

Staffing Pattern - March 1975

Salary Range	Total No. in Salary Range	Non Hispanic		Hispanic	
		No.	% in range	No.	% in range
10,000 - 10,999	4	3	75.0	1	25.0
9,000 - 9,999	1	1	100.0	0	0.0
8,000 - 8,999	2	2	100.0	0	0.0
7,000 - 7,999	1	0	0.0	1	100.0
Totals & % of Total	8	6	75.0	2	25.0

Note: Salary of director not included in analysis

Source: Edwin Quinn, Director, WES, interview in Newark, N.J. March 3, 1975.

Executive Director
KENNETH E. PETERSON
•
Organizational Director
SHIRLEY DAVIS

105 CHARLTON STREET
NEWARK, N. J. 07103
•
P.O. BOX 3125
Telephone (201) 242-2147

APPENDIX O

Real Strength is Unity of PURPOSE

KENNETH E. PETERSON
Local #712
United Papermaker and
Paperworkers AFL-CIO-CLC

SHIRLEY DAVIS
North Jersey Community Unio

MAE MASSIE EBERHARDT
District #3
International Union of
Electrical Workers

ARCHIE COLE
District #3
International Union of
Electrical Workers
AFL-CIO

ABERDEEN DAVID
Local 1199
Drug and Hospital Employees
AFL-CIO

CLARA DASHER
Newark Teachers Union
AFT/AFL-CIO

MACK HARDIN
District #65
Wholesale Retail Office &
Processing Union AFL-CIO

STEVE KINGSTON, Jr.
International Brotherhood
of Teamsters

WILLIE JONES
Local 522
International Brotherhood
of Teamsters

JOHN THOMAS
District #9
United Steel Wo ers of
America AFL-CIO

May 24, 1976

Mr. Jacques E. Wilmore
Regional Director
U. S. Commission on Civil Rights
Northeastern Regional Office
U. S. Customs and Courthouse Bldg.
26 Federal Plaza, Room 1639
New York, New York 10007

Dear Mr. Wilmore:

The North Jersey Community Union is in receipt of your correspondence of April 6th and May 13th, 1976. I apologize for not responding sooner. There is no doubt that our driver and mailroom clerk signed for it, but I still have not been able to locate the original mailing.

Since we were made aware of the complaint against NJCU, one of the five staffmembers who administer the program has been replaced with a Hispanic. That person is Juan Mendez of 83 Third Avenue, Newark, New Jersey (Soc. Sec. No. 581-28-9624). This replacement now brings our Hispanic staff to 20%. Attached is a list of the Hispanics assigned to our CETA program.

One of the duties of the new administrative staff person is to aggressively locate Hispanics as clients into the program. The NJCU has clients working in 21 sites. At every site, the site manager in that area is encouraged to assist in the recruiting for the program people of the same ethnic background and in the neighborhood of the site. This serves two purposes: it reduces the distance the senior citizens must travel to their place of employment and makes the assistance they give to the project more effective.

At the beginning of the program, I approached the Puerto Rican Congress and suggested that they emulate the Italian, Portugese, and Black communities and refer Hispanics to the program. My efforts were rebuffed and the Puerto Rican Congress indicated that they were entirely unhappy with the Mayor's Manpower Advisory Committee and did not intend to participate in their program.

A memorandum has gone to the various projects under my signature directing all site managers to fill vacancies with adequate Hispanic representation.

I hope that the foregoing indicates the positive response to the aforementioned criticism.

Very truly yours,

KENNETH E. PETERSON
Executive Director

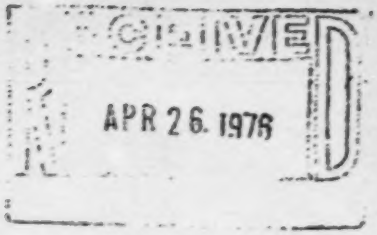
KEP/pbr
Encl. - as noted.
cc: Shirley Davis, NJCU Personnel Director
Verlivian Scott, CETA Program Director

HISPANIC STAFFMEMBERS IN NJCU CETA PROGRAM

NAME	ADDRESS	SOC. SEC. #
Diega Rodriguez	200½ Parker Street Newark, N.J.	149-44-1242
Margaret Rios	16 Sheffield Drive Newark, New Jersey	581-92-8254
Agueda Rodriguez	40 Haleck Street Newark, New Jersey	580-28-3878
Ann Zapata	20 Taylor Street Newark, New Jersey	144-42-7379
Ernest Riverio	9 South Street Newark, New Jersey	581-36-6437
Juan Mendez	83 Third Avenue Newark, New Jersey	581-28-9624
Eleutero Cortez	529 Clinton Avenue Newark, New Jersey	580-32-2817
Roberto Zuniga	600 Broad Street Newark, New Jersey	435-64-1426
Amada Bisquet	650 Mt. Prospect Avenue Newark, New Jersey	144-46-6243

***

APPENDIX P



State of New Jersey

DEPARTMENT OF EDUCATION
DIVISION OF VOCATIONAL EDUCATION
225 WEST STATE STREET
TRENTON, NEW JERSEY 08625

April 23, 1976

Mr. Jacques E. Wilmore
Regional Director
U. S. Commission on Civil Rights
Northeastern Regional Office
26 Federal Plaza - Room 1639
New York, New York 10007

Dear Mr. Wilmore:

Thank you for sending me information regarding the New Jersey Advisory Committee Report to the U. S. Commission on Civil Rights entitled, "Hispanic Participation in Newark Manpower Programs". Most of the information as stated in the report is correct with the following exceptions:

In several places you refer to the Department of Vocational Education, which is incorrect. It should read, N. J. Department of Education, Division of Vocational Education.

In Item #1, the paragraph dealing with clients quotes statistics from July 1974 through March 1975, which implies that these clients were all involved at the Newark Manpower Training Skills Center. This appears incorrect to me since it immediately follows the Skills Center staffing pattern. Actually, the statistics apply to all CMDS programs throughout the city. To reflect a more accurate picture, it is necessary to consider all training programs funded by CMDS involved with the Hispanic population. The Skills Center was authorized 500 training slots which is equivalent to approximately 250 people at one time. The statistics which you state, namely,

> 2,866 clients with 990 being trained or waiting for training, is inconsistent with our training contract and presents a distorted view in the report.

The Skills Center currently operates under an Approved Affirmative Plan for staff hiring, and the Center staff has made every effort to attract Hispanic candidates. We have experienced considerable difficulty over the years in identifying candidates for teaching and other professional positions, due to the lack of experience and necessary credentialing in technical areas. If anyone could suggest ways in which we could improve this dilemma, I would be very happy to discuss them.

Sincerely,

William Wenzel

William Wenzel, Ed.D.
Assistant Commissioner of Education (Acting)
Division of Vocational Education

★ U. S. GOVERNMENT PRINTING OFFICE 1976--626-100/504